

**CITY OF SALINA  
REQUEST FOR PROPOSALS**

Date: December 29, 2006

Project: Salina Bicentennial Center Sponsor Sign Project  
Project No. 06-1620

The City of Salina is requesting proposals for the for the above reference project. The work will consist of installing signs in and around the lobby, arena and concourses of the Bicentennial Center. Sealed Lump Sum Proposals will be received from bidders until Tuesday, January 16, 2007, 10:00 a.m., Central Standard Time at which time the proposals will be opened.

Three copies of the proposals, along with a cover letter summarizing the proposal must be received in the City Clerk's Office, located in Room 206 of the City-County Building, 300 West Ash, Salina, Kansas 67401, prior to 10:00 a.m., January 16, 2007. Proposal shall be sealed, the outside of the envelope marked with the title of the project, and address of the owner. Proposals received after this time will not be accepted.

For additional clarification or questions, contact Keith Rawlings, Bicentennial Center Manager, 800 The Midway, Salina, Kansas 67401; Telephone (785) 826-7200 and FAX (785) 826-7207.

The City intends to award this work upon review and approval of the proposals received. The successful Contractor will be given 10 days, after notification of the contract award; to return signed contracts and statutory bonds as required. After approval of the signed contracts and certificates, the contractor will be given a notice to proceed. Work may begin as early as January 25, 2007 and must be completed by March 31, 2007. Alternative times may be acceptable, but must be clearly stated on the proposal.

The City of Salina reserves the right to waive irregularities in the proposals and to reject any and all proposals.

## **GUIDE FOR SUBMITTAL**

The submitting parties should use the following as a guide to assist in preparing a proposal designed to provide adequate information for selection of a preferred provider for the Sponsor Signage Project

### **Experience and Qualifications:**

1. Provide a description of projects similar in scope and complexity successfully completed or currently underway.

### **Submission Requirements and Responsibilities:**

1. Provide a description and price of all signage proposed to be provided in aggregate as well as major components, as specified in the detailed request below.
2. Provide specifications regarding the type(s) of materials proposed and the method(s) of affixing signage to the various walls.
3. Provide a copy of any warranty on the signage proposed.
4. Provide a timetable for the installation of the proposed signage.
5. Provide a clear delineation of duties and/or responsibilities of the Salina Bicentennial Center in the pre-installation and installation processes.
6. All measurements and dimensions are approximate and it is the responsibility of the submitting party to verify all such measurements.
7. The submitting party must be clear about the quantity and location of each sign requested and must verify all information with the Manager of the Salina Bicentennial Center.
8. The Salina Bicentennial Center will be made available at all reasonable times during its business hours for the submitting party to have access to any and all affected sign locations. A general schematic is available for view in the administrative office of the Bicentennial Center for further clarification.

## **SIGNAGE REQUESTED**

1. Two (2) 3' x 50' signs consisting of photo collages on vinyl applied to the wall above each lobby entrance. Each lobby entrance sign will consist of 4 sponsor signs (logo and/or text) applied to the photo collage. Each sponsor sign (a total of 8) will be approximately 2' x 8' in size and shall be of appropriate material enabling the sign to be easily readable over the photo collage.
2. Three (3) custom cut aluminum sponsor signs located above the lobby ticket window. Each sign will be approximately 2' x 3' in size and the center sign will be in two colors.
3. Two (2) aluminum cut and pinned letter/logo signs to be placed on brick pillars in the lobby. Each sign will be placed above an LCD full-color screen which will also be mounted on the pillar. Each pillar is approximately 39.5" in width.
4. Six (6) 2'6" x 10' advertising signs located on stairway portals in the Arena. Please specify the price for each of the following options:
  - a. All 6 signs are non-illuminated.
  - b. All 6 signs are illuminated.
  - c. 4 of the signs are illuminated and 2 are non-illuminated.
5. Two (2) advertising signs located on the wall above the concession stands in the north and south concourse of the Arena. Each sign will contain two (2) sponsor logo/letter signs. Please specify the price for each of the following options:
  - a. Both signs are applied over a photo collage.
  - b. Both signs are applied without a photo collage.
  - c. Both signs consist of aluminum cut and pinned characters over a photo collage.
  - d. Both signs consist of aluminum cut and pinned characters without a photo collage.

## STATUTORY BOND

KNOW ALL MEN BY THESE PRESENTS, THAT \_\_\_\_\_ of \_\_\_\_\_, principal and \_\_\_\_\_, a corporation organized under the laws of the state of \_\_\_\_\_, with general offices in \_\_\_\_\_ and authorized to transact business in the state of Kansas as Surety; are held and firmly bound unto the state of Kansas in the penal sum of \_\_\_\_\_ dollars (\$ \_\_\_\_\_) lawful money of the United States; for the payment of which sum, well and truly to be made, said principal and surety bond themselves, their heirs, administrators, executors, successors and assigns, jointly and severally, firmly by these presents.

Signed, sealed and delivered this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

THE CONDITION OF THE FOREGOING OBLIGATION IS SUCH THAT WHEREAS, said principal has entered into written contract with the CITY OF SALINA, KANSAS, dated \_\_\_\_\_, 20 \_\_\_\_\_, for the furnishing of all materials and labor and doing all the work of whatever kind necessary to construct and install certain improvements for the Owner; all in accordance with the detailed plans and specifications for such work on file in the office of the Owner; and in accordance with said contract, a copy of which is by reference made a part hereof.

NOW THEREFORE, if the said principal, or the subcontractor or subcontractors of said principal, shall pay all indebtedness incurred for supplies, materials or labor furnished, used or consumed in connection with or in or about the construction, making or installation of, the above described improvement; including gasoline, lubricating oils, fuel oils, greases and similar items used or consumed directly in furtherance of such improvement; this obligation shall be void; otherwise, it shall remain in full force and effect.

The said surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the contract, or to the work to be performed thereunder, or the specifications accompanying the same, shall in any way effect its obligation on this bond; and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the contract, or to the work, or to the specifications.

IN TESTIMONY WHEREOF, said principal has duly executed these presents, and said surety has caused these presents to be executed in its name, and its corporate seal is to be hereunto affixed, by its duly authorized agent or agents, all as of the day and year first above written.

Principal

Surety

By  
Attorney-in-fact

(A certified copy of the agent's power of attorney must be attached hereto.)

(Contractor shall file with the Clerk of the District Court.)